



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
2 NAVY ANNEX
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MCO 1300R.65
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24 Dec 1996

MARINE CORPS ORDER 1300R.65

From: Commandant of the Marine Corps
To: Distribution List

Subj: RESERVE COMMAND SCREENING PROGRAM

Ref: (a) MCO P1070.12H, IRAM

1. Purpose. To publish policy and eligibility criteria for Reserve component command screening and tour lengths for Reserve unit commanding officer billets.

2. Background. The CMC directed the establishment of a centralized process by which Reserve officers are evaluated and screened for senior command billets. This process will parallel the Active component process as much as possible, with appropriate modifications to accommodate reserve-unique circumstances. The Reserve Command Screening Program ensures that our Marines receive the best possible leadership and that every interested officer receives fair and equitable consideration for the opportunity to command.

3. Reserve Command Screening Procedures

a. Billet Advertisement

(1) Those command billets, as determined by the Commander, Marine Forces Reserve (COMMARFORRES), in coordination with CMC (RA), in which the incumbents' tours expire during the following fiscal year, will be advertised.

(2) Approximately half of the total Reserve command billets will be advertised each year.

b. Every effort will be made to notify all eligible officers of available billets, to include correspondence from the Commanding General, Marine Corps Reserve Support Command to every eligible officer in the Ready Reserve; an ALLMARFORRES message; and announcements in appropriate publications, e.g., The Word, The Marine Corps Gazette, Leatherneck, Continental Marine.

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c. Eligible officers will submit applications via letter format directly to CMC (RA). Applicants will request consideration for command assignment to a specific billet or billets. Applicants will include the following enclosures at a minimum:

- (1) Current photograph, per the reference.
- (2) Resume of community involvement and civic activities.

d. Eligibility Criteria

(1) All Reserve colonels and officers selected for colonel may apply to be command screened subject to the following limitations, which make an individual ineligible to be command screened:

- (a) Officers with established separation dates.
- (b) Officers with mandatory retirement dates falling within 2 years of the beginning of the fiscal year of the command slate period under consideration.
- (c) Officers who have previously held command in one of the designated colonel command billets for a period of not less than 12 months, are currently holding one of those billets, or are slated for command as a result of a previous Reserve Colonel Command Screening Board.

(2) All Reserve lieutenant colonels and officers selected for lieutenant colonel may apply to be command screened subject to the following limitations, which make an individual ineligible to be command screened:

- (a) Officers with established separation dates.
- (b) Officers with mandatory retirement dates falling within 2 years of the beginning of the fiscal year of the command slate period under consideration.
- (c) Officers above or in the promotion zone for colonel on the next scheduled Reserve colonel promotion board.
- (d) Officers who have previously held command in one of the designated lieutenant colonel command billets for a period of not less than 12 months, are currently holding one of those billets, or are slated for command as a result of a previous Lieutenant Colonel Command Screening Board.

(3) An officer serving in a critical billet, as determined by the COMMARFORRES, may be screened for command but not assigned to a command billet to allow that officer to complete a full tour in the current assignment.

e. Board Process

(1) The Reserve Colonel Command Screening Board will consist of not less than two Reserve component general officers and one Active component general officer.

(2) The Reserve Lieutenant Colonel Command Screening Board will consist of two Reserve component general officers, one Active component general officer, three Reserve component colonels and three Active component colonels.

(3) The Reserve Command Screening Board will determine those officers who are best and fully qualified for command. In addition to an officer's technical and tactical proficiency, community outreach is a significant portion of the Marine Corps Reserve mission. Therefore, consideration will be given to each officer's community involvement and other civic endeavors.

(4) CMC (RA) will furnish the Reserve Command Screening Boards with information regarding particular skill needs. The information provided to the Board will identify the number of commanding officer billets by MOS or special skill requirement.

(5) The Reserve Command Screening Board will consider all applications submitted from eligible officers. The board will attempt to select a sufficient number of officers to fulfill a minimum of 200 percent of command requirements.

(6) Using the recommendations of the Reserve Command Screening Board as basic guidance, the COMMARFORRES, in concert with the Deputy Chief of Staff for Manpower and Reserve Affairs, develop a command slate for CMC's approval. Officers slated to command must accept or decline their command assignment in writing to CMC (RA). Declinations should be forwarded via the chain of command with general officer endorsements where applicable. A copy of this correspondence will be filed in the officer's official military personnel file (OMPF).

(7) Should an unanticipated billet become vacant after the initial slating, the COMMARFORRES will select and submit for the CMC's approval a replacement from the officers who screened for command on the most recent board, but were not slated for a command assignment.

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(8) All officers who are screened and found qualified for command will have correspondence entered into their OMPF by the CMC (RA) attesting to their screening for command.

f. Commanding Officer Tour Lengths. The normal tour of duty as a commander/officer-in-charge of a Selected Marine Corps Reserve unit is 24 months. With CMC (M&RA) approval, the COMMARFORRES may designate certain individuals for tours of duty longer than 24 months to accommodate specific circumstances. No command assignment will extend beyond 36 months.

4. Action

a. During the first quarter of each fiscal year, CMC (RA), in coordination with the COMMARFORRES, will validate current SMCR command billets that will be filled during the following slate period and publish an ALMAR announcing the billets available for fill. This ALMAR will be published by 15 January annually, and will cause the COMMARFORRES to take appropriate actions to notify eligible officers, per paragraph 3 of this Order.

b. As board sponsor, CMC (RA) will announce the convening of the subject boards via ALMAR; will assist the board president in the conduct of the board; will publish the board results via ALMAR; and will publish the slating assignments via ALMAR.

c. CMC (MM) will coordinate board membership.

d. Only CMC will approve command assignments which deviate from the policy outlined in this Order. Requests for exceptions to policy must be addressed to CMC (M&RA).



C. A. MUTTER
Deputy Chief of Staff for
Manpower and Reserve Affairs

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